

## 2328 Nurse Practitioner (NP) Specialty Area Descriptions

### Adult

The Adult NP may be utilized throughout San Francisco Department of Public Health (SFPDH) for various positions in inpatient and outpatient areas.

### Jail Health Services/Correctional Facility Nursing

San Francisco Department of Public Health (SFPDH) Jail Health Services (JHS), a section of the San Francisco Health Network's Ambulatory Care Division, provides comprehensive patient care and coordination for people who are incarcerated in the San Francisco City and County Jail system. JHS is responsible for the care of 1,200 – 1,300 individuals on any given day, 12,000 individuals over the course of the year.

Our team of seven (7) Nurse Practitioners and two (2) Medical Doctors provide 14,000 patient visits a year. JHS provides a unique blend of acute management of urgent issues such as substance withdrawal as well as full scope primary care including, urgent care, chronic disease management, specialty referral to Zuckerberg San Francisco General Hospital and Trauma Center (ZSFG) and prevention on an individual and population level.

Our patients are eighty-five percent (85%) male, thirty-six percent (36%) Black, thirty-one percent (31%) White, seventy-seven percent (77%) under 45 and one percent (1%) over 65. Seventy percent (70%) stay in jail less than one month at a time, and 28% have more than one incarceration annually. JHS along with the San Francisco Health Network is in the midst of a journey towards higher efficiency, higher quality, safe and patient-centered healthcare delivery.

### Location

Jail Health Services provides care in a variety of settings over its three clinical sites (in San Francisco and San Bruno):

- **County Jail #2**  
425 7th Street  
San Francisco, CA 94103
- **County Jail #4**  
850 Bryant Street  
San Francisco, CA 94103
- **County Jail #5**  
1 Moreland Drive  
San Bruno, CA 94066

### Working Hours

Generally M-F, 7:00 AM-4:00 PM; may include some weekends and holidays. Shift assignments are subject to change depending on the operational needs of the department.

### Essential Duties

The Jail Health Services Nurse Practitioner (NP) acts as a clinical leader of healthcare staff and an advocate for patients. Utilizing standardized procedures, the Jail Health Services NP functions within an organized

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system for the delivery of health care in association with other members of the multidisciplinary health care team and performs specialized Nurse Practitioner duties. The Jail Health Services NP provides comprehensive, coordinated and high quality care to all incarcerated individuals in the San Francisco County Jails. On a daily basis, this position will work closely with other nurse practitioners, physicians, nurses, licensed and unlicensed behavioral health clinicians and other health workers. Communication and collaboration with Sheriff's Department staff is critical.

The essential functions include, but are not limited to:

- Provides full scope primary care: Collects medical histories, reviews outside records, performs physical examinations, interprets and evaluates diagnostic tests, and establishes treatment plans and reassessments; counsels and educates patients regarding both preventive care and chronic diseases; addresses substance abuse; makes appropriate mental health and social service referrals; refers patients to further sources of medical care when appropriate (e.g., ZSFG specialty clinics and Emergency Department); appropriately documents patient information in the electronic medical record;
- Participates in clinician staff meetings/conferences;
- Participates in and leads clinical quality improvement efforts;
- May supervise the work of other healthcare staff; AND
- Participates in population-level public health activities, e.g., STD screening, vaccination, etc.

The Jail Health Service NP performs other duties as assigned.

### **Emergency Care Nursing**

Position shifts may require evening and weekend shifts, 24/7 coverage.

The essential functions include, but are not limited to:

- Manages patient care within the field of specialization in collaboration with the Physician;
- Provides health education and counseling to patients and/or care givers;
- Maintains medical records;
- Participates in nursing and clinic staff meetings and conferences, as well as quality improvement/control activities;
- May supervise/review the work of medical staff and clinical auxiliary personnel according to hospital, health center and/or clinic structure; AND

The 2328 Nurse Practitioner (Emergency Care) performs other related duties as assigned/required.

### **Family Practice**

The Family NP may be utilized throughout San Francisco Department of Public Health (SFPDH) for various positions in inpatient and outpatient areas.

### **Forensic Medical Services**

The essential functions include, but are not limited to:

- Performs forensic medical evidentiary examinations to victims of sexual assault and physical abuse;
- Performs forensic interviews to child, adolescent, adult victims of sexual assault, physical abuse and witnesses to severe violence;
- Develops individualized treatment plans and emergency treatment and crisis intervention to victims of sexual assault, physical abuse, and witnesses to severe violence;
- Collaborates with other health care providers in the Emergency Department and Pediatric Department;
- Provides expert court testimony as required;

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- Collaborates with multidisciplinary team members including Law Enforcement and Child Protective Services; AND
- Represents respective department at meetings with community partners.

The 2328 Nurse Practitioner (Forensic Medical Services) performs other related duties as assigned/required.

### Desirable Qualifications

- One (1) year of verifiable experience as a Nurse Practitioner working in a Rape Treatment Center with demonstrated advance practice competency
- One (1) year verifiable experience as a Family Nurse Practitioner in a family practice or acute care setting within the last three (3) years
- Sexual Assault Forensic Examiner (SAFE) training
- Demonstrated ability to positively interact with all members of a multidisciplinary team including medical staff, Law Enforcement, and Child Protective Service Workers
- Demonstrated ability to develop new nursing roles and to contribute to the development of new and innovative programs of care
- Demonstrated commitment to both forensic evidence collection and advocacy for victims of traumatic assault
- Demonstrated experience and sensitivity in working with children and families with complex psychosocial problems

The stated desirable qualifications may be used to identify job finalists at the end of the selection process when candidates are referred for hiring.

### Long Term Care/Geriatric Nursing

The Long Term Care/Geriatric Nursing NP may be utilized throughout San Francisco Department of Public Health (SFDPH) for various positions.

### Occupational Health

The Occupational Health NP may be utilized throughout San Francisco Department of Public Health (SFDPH) for various positions.

### Pediatric Nursing

The essential functions include, but are not limited to:

- Provides primary medical care for children aged 0-21 with particular focus on extended hour care to improve access for working families;
- Interfaces with community medical providers and agencies, as well as other physicians in the clinic;
- Participates in educational and programmatic activities in the Children's Health Center, including weekly case conferences, and monthly staff meetings;
- Serves on hospital committees related to child health and newborn care;
- Oversees specialty care and case management for newborns aged 0-2 weeks;
- Serves as liaison between Children's Health Center and the Community Primary Care Clinics and Public Health Nurses (PHNs) in the area of newborn transition to primary care and case management for complex social needs;
- Serves as liaison between Children's Health Center and Zuckerberg San Francisco General Hospital and Trauma Center nursery to help with transition from newborn care to primary care;
- Provides specialty care and case management in the area of neurologic diseases (alongside pediatric neurologist); AND

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- Provides specialty care, counseling, and case management in the area of childhood obesity

The Nurse Practitioner performs related duties as assigned.

### **Psychiatric Nursing**

The patient population includes a diverse array of adults with medical and psychosocial issues including homelessness, marginal housing, little or no income, substance use and mental illness.

The essential functions include, but are not limited to:

- Provides a range of mental health services including psychiatric evaluations with medical histories, differential diagnosis, individual and group psychotherapy, clinical case management, urgent care, crisis intervention and psychiatric medication evaluation, management and monitoring;
- Works collaboratively with psychiatry, nursing, primary care and psychosocial staff to coordinate and integrate multidisciplinary services for clients with complex psychiatric problems;
- Provides holistic care for clients with psychiatric illnesses by obtaining health histories that include psychosocial, functional and developmental data, order and interpret lab tests and other diagnostic studies when needed;
- Promotes wellness-oriented self-care, and coordinate with primary and specialized medical care as needed;
- Organizes and facilitates Medication Groups and Wellness Activities as assigned;
- Functions in a team approach, which requires skill and ability to provide cooperative and effective interactions with other staff;
- Provides psychiatric consultation and develops working relationships with other community agencies, collateral persons and others involved with clients served;
- Maintains and compiles electronic clinical records, billing and other necessary paperwork in a timely manner to keep cases in compliance with all administrative regulations;
- Provides direct supervision to nursing students or other staff as assigned;
- Adheres to standards of practice in accordance with Site-Specific Protocols and Procedures; AND
- Participates in and/or facilitates supervision, attend staff meetings, clinical conferences, assigned committees and other required meetings

The Nurse Practitioner performs related duties as assigned.

### **Sexually Transmitted Infections (STIs)**

The essential duties include but are not limited to:

- Performs routine physical examinations and collects medical histories;
- Establishes treatment plans, administers medications, and conducts reassessments in conformance with established standards, procedures, and clinical protocols; including but not limited to management of gonorrhea, Chlamydia, syphilis, herpes, vaginosis, and pre- and post-exposure prophylaxis for HIV infection;
- Performs routine STI microscopic diagnostic tests;
- Orders other diagnostic tests for STIs;
- Administers questionnaires and reviews data collection forms and medical records for completeness and accuracy in the context of research studies;
- Counsels and educates patients regarding STI and HIV risk reduction, reproductive health services and HIV pre- and post-exposure prevention services;
- Performs clinical assessments for patients initiating PrEP;

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- Provides teaching and clinical mentoring
- Assures ethical practices and maintains confidentiality; AND
- Ensures that all patients' rights are protected

The Nurse Practitioner performs related duties as assigned.

### Desirable Qualifications

- Knowledge of Sexually Transmitted Infections (STIs) and HIV, medical terminology.
- Experience with and interest in teaching and clinical mentoring
- Experience working with and sensitivity to racially, ethnically, culturally and sexually diverse populations.
- Excellent oral and written communication skills.
- Bilingual proficiency in Spanish, Mandarin, Vietnamese, Cantonese, or other language.

### Trauma

The Nurse Practitioner (NP) coordinates and implements aspects of trauma care (medical and surgical) of the injured and acute care surgery patients. The NP provides effective health care in maintaining collaborative and consultative relationships with all members of the interdisciplinary care team while providing excellent and timely care to the patients admitted to Zuckerberg San Francisco General (ZSFG) Hospital and Trauma Center. In addition, the NP provides continuity in attending outpatient clinics for follow up.

The essential functions include, but are not limited to:

- Collects database information by obtaining a health and medical history, performing a physical examination, and constructing and interpreting data according to the problem-oriented approach (preventative health measures appropriate to the patient's age and trauma surgical problem and/or risks)
- Assesses and intervenes in the general health care needs of the patient to facilitate efficient and effective recovery
- Diagnoses and manages trauma and acute care surgical problems
- Collaborates and consults with surgical residents and attending faculty to collect data for less common and more complicated trauma and acute care surgery problems
- Provides teaching and support to patients and families related to their special trauma and acute care surgical problems
- Initiates and generates referrals to appropriate resources in a multi-disciplinary fashion to facilitate the rehabilitation, discharge planning and/or transfer needs of the patient
- Monitors medical and emotional changes of patients and family; assists the primary nurse with designing a plan of care
- Provides educational opportunities and instruction to staff nursing regarding trauma and acute care surgical care
- Provides complete, accurate written reports (including patient documentation) in a timely manner
- Participate in quality assurance projects
- Participates in nursing, medical and administrative committees and projects as assigned

The Nurse Practitioner performs other duties as assigned.

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### **NOTE:**

This NP specialty may also be used to fill Neurology and Neurological Surgery positions. Neurology positions provide nursing care of the brain and neurologically impaired, injured patients, along with acute care neurology patients. Neurological Surgery positions provide nursing care of the brain and spinal cord injured patients, along with acute care neurological surgery patients.

### **Desirable Qualifications for Trauma and Acute Care Surgery Positions**

- Possess one year of verifiable critical care and/or trauma surgery inpatient experience as an Acute Care Nurse Practitioner or Adult Gerontology Acute Care Nurse Practitioner
- Possess Trauma Nurse Core Courses (TNCC) or Advanced Trauma Life Support (ATLS) (Audit) certification
- Maintain involvement in professional groups (e.g., American Association of Neuroscience Nurses)

### **Desirable Qualifications for Neurology Positions**

- Possess one year of neurology experience as an Acute Care Nurse Practitioner or Adult Gerontology Acute Care Nurse Practitioner
- Possess Emergency Neurological Life Support (ENLS) certification
- Maintain involvement in professional groups (e.g., American Association of Neuroscience Nurses)

### **Desirable Qualifications for Neurological Positions**

- Possess one year of verifiable critical care and/or neurosurgery inpatient experience as an Acute Care Nurse Practitioner or Adult Gerontology Acute Care Nurse Practitioner
- Possess Emergency Neurological Life Support (ENLS) certification
- Maintain involvement in professional groups (e.g., American Association of Neuroscience Nurses)

### **Women's Health**

The essential functions include, but are not limited to:

- Participates in the care of patients at Zuckerberg San Francisco General Hospital and Trauma Center Women's Health Center which includes routine and specialty management of health-illness in gynecology, prenatal care, and breast care; contraceptive counseling and management, Long Acting Reversible Contraception (LARC) insertion and removals, pregnancy options counseling, pre and post abortion care;
- Manages patient care within the field of Women's Health;
- Provides health education and counseling to patients;
- Maintains medical records;
- Participates in nursing clinic staff meetings and conferences;
- Supervises other staff personnel as needed; AND
- Participates in clinic Quality Improvement projects

The Nurse Practitioner performs related duties as assigned.